

Fr: DTR

OTR STAFF MEETING -- 11 August

- 25X1A 1. QSI Awards. [REDACTED]
- 25X1A 2. Course Evaluation. (ACTION: ALL and [REDACTED] So that [REDACTED] 25X1A
25X1A [REDACTED] -- consultant to Matt Baird in the Instructional
25X1A Systems Studies Group) will be able to approach the problem of evaluating the
25X1A work of the schools, Matt is asking that all Course Instructors make an effort
25X1A to define their course objectives, the result or product to be achieved, and
25X1A the means being used. Check with [REDACTED] by memo, whether [REDACTED] should 25X1A
look over Ops School.
- 25X1A 3. JMWAVE In-House Course in Spanish. (ACTION: [REDACTED] 25X1A
25X1A would like someone like [REDACTED] to come down for two or three weeks to get the
program started. They probably expect to get started within a month.
4. DDS Staff Meeting -- 9 August -- DTR Attended
- a. Honor and Merit Awards. If it is felt a QSI is appropriate in addition
to Honor and Merit Awards, it should be as a separate action.
- b. Management. Helms wants all Chiefs of Units to touch base with the
appropriate echelon when the matter seems to be of particular importance --
policy matters, major procedural decisions, etc. -- particularly when making
decisions that have flap potential.
- 25X1A c. [REDACTED] Case. Recruits and Trainees should be told that classified
material should not be taken out of the office. DTR submitted his comments on
the "5 x 5 Formula" to DDS. Five OTR officers have been asked to review it
independently.
- 25X1A d. Retirement Notices. (ACTION: [REDACTED] Some employees due to re-
tire in five years did not receive notices to that effect. We should establish a
system which confirms that the person actually did receive the notice.
- e. Contract Employees. Contract employees are not eligible for FEGLI,
retirement, or health benefits under Civil Service. The BOB might invite us
to consider a "career" contract employee status.
- 25X1A f. [REDACTED] The target date for closing [REDACTED] is
mid-December.
5. DDP Staff Meeting -- 10 August -- DTR Attended 25X1A
- a. Central Cover Staff. CCS will be transferred to DODs.

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25X1A b. CS Historical Staff. FitzGerald praised this Staff under Ken
25X1A [redacted] and its effort. Will be useful to training. 12-15 studies have been
produced -- 25-30 in the mill. [redacted] has a listing of the studies.

25X1A c. Walt-Rostow/Agency. Rostow takes a close interest in the
Agency production and likes to talk with overseas returnees if they are
particularly knowledgeable on an important matter. [redacted] talked with 25X1A
him for a long time. One of our officers was taken in to see the President.
[redacted] are given careful attention. DDP will make available re-
turnees on a selective basis.

25X1A d. Overseas Security. [redacted] said the Agency is not in too
good a position to question other agencies' security abroad since our own
could be improved. FitzGerald laid great stress on physical security over-
seas.

25X1C [redacted]

25X1A f. SE Asia. [redacted] talked on his recent trip to SE Asia. He
25X1A felt better about the overall situation in Vietnam. Didn't like the situation in
[redacted] but was more encouraging about [redacted] 25X1A

25X1A 7. Closed Circuit TV. [redacted] reported that a committee headed by Dick
25X1A [redacted] studied closed circuit TV for [redacted] There are many applications and 25X1A
many possibilities but it needs strong instructor support.

25X1A 8. PPB. [redacted] an outside consultant, briefed a group on planning.
25X1A -- the DD/S, DTR [redacted] 25X1A
[redacted] As a result of this meeting, Mal has been asked to come up
with a five-day program with a target date after the first of the year. Bannerman
now thinks a two to three weeks' program is premature. [redacted] reported that 25X1A
CSC is giving the three-week course more often.

9. Field Recruiters Conference. About 25 field recruiters will come in
for a conference from 7 through 16 September. They will go to [redacted] on the 25X1A
afternoon of the 8th and return on the 10th. There will be a CT Roundtable
during this time.

10. External Training Request Forms. (ACTION: ALL) The Supply Room
has in stock the new forms which should be used in place of the old ones.

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25X1A 11. [REDACTED] will be able to use this facility from 23-25 Sept. with a DDS&T technician operating the electronic equipment. After the first of the year DDS&T probably will have no use for the site and OTR may take it over entirely.

25X1C [REDACTED]

25X1A 13. Four-Week Ops Fam. This will be discussed at [REDACTED] on the 18th and 19th. We will touch base with DDP and DDS.

25X1A 14. Vietnamese Language Instructor. ACTION: [REDACTED] One of the two new Vietnamese instructors' security clearance is being held up.

15. 1968 Budget. Except for the CT program it appears that very little money will be available for increases over FY 67.

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